

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

William F. Donnelly
Inspector General

EXTENSION

NO.

IG 88-1289

DATE 9 December 1988

25X1

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DCI
7D60, Hqrs.

12/19

Wan

2.

3. DDCI
7D60, Hqrs.

20 Dec

J

4.

5. IG
6E18, Hqrs.

6.

7.

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10.

11.

12.

13.

14.

15.

Good exchange 2

DCI
EXEC
REG

IG 88-1289
9 December 1988

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting with Duane Andrews and Virginia Callis
of the HPSCI

1. A meeting was held with Duane Andrews and Virginia Callis of the HPSCI on 7 December. Callis is the new HPSCI auditor with whom we are to work as we now work with the SSCI Audit Unit. Andrews brought her to meet us as earlier agreed upon and sat in on the discussion. Also present were [redacted] 25X1
[redacted] As I went over our 25X1
guidelines, it was explained that Callis' point of contact for doing business with the CIA would be the IG and, in particular, the Audit Staff of the IG where [redacted] is the Chief and [redacted] 25X1
the Deputy Chief.

2. The guidelines previously worked out with the SSCI were explained and accepted by Andrews and Callis.

a. IG audit reports and associated documents to which Callis is given access are to be read in space provided by CIA. The documents are not to be taken to HPSCI space.

b. Reports prepared by Callis are to be seen by the Audit Staff in draft so that we can ensure that sources and methods are protected.

c. The Audit Staff will arrange meetings she may wish to hold pertaining to audit matters and otherwise assist her with respect to travel, etc.

d. We will make available to Callis, for review in our space, a copy of the yearly audit work plan.

e. We will arrange for Callis a background briefing by the Audit Staff and the Office of Financial Management.

f. Requests to see reports prepared by the Audit Staff must be made in writing to the DCI by the Chairman. (It was agreed that this did not apply to the [redacted] 25X1
[redacted] Callis, in preparation for her trip to [redacted] 25X1
[redacted] read [redacted] at the conclusion of 25X1
this meeting.)

CL BY Signer
DECL OADR

SECRET

3. There was a discussion of compartmentation and "need to know." Against her background of 14 years working in Naval Intelligence audits, Callis seemed to understand these issues. She showed a willingness to listen and learn.

4. Andrews asked what happens if the Chairman would like to read an audit report or IG report. He was told that we would arrange to have an inspector handcarry such a report to the Chairman and wait while it was read. Andrews already knew this but he wanted to have it said in front of Callis.

5. Andrews said that he had a lot of contact with the Comptroller and OCA. Does the IG get in the middle of those contacts with the HPSCI? I responded "No." Those contacts should continue as heretofore. But if the topic involves IG audits, investigations and inspections, come directly to the IG or contact the Audit Staff. I explained that the DCI had placed the responsibility in the Office of the IG to develop and handle the relationships with the SSCI and HPSCI audit units.

6. There then was a discussion of IG investigations. I explained that the IG investigates allegations of wrongdoing. Often the allegation proves to be wrong. I said the IG does not advise the Committees whenever there is an allegation. Andrews and Callis both said they understood that. (Andrews said that he is driven crazy looking into allegations which prove to be nothing). I said that if an investigation is shown to the HPSCI it must be redacted.

7. The meeting ended with a discussion of the upcoming trip of Andrews and Callis [redacted] and a meeting with Chief, [redacted] to discuss the follow up to the [redacted]

[redacted]
William F. Donnelly

cc: OCA
DIG/Audit

25X1
25X1
25X1
25X1

SECRET